Account Management System (AMS)
Version 2.01.04.0
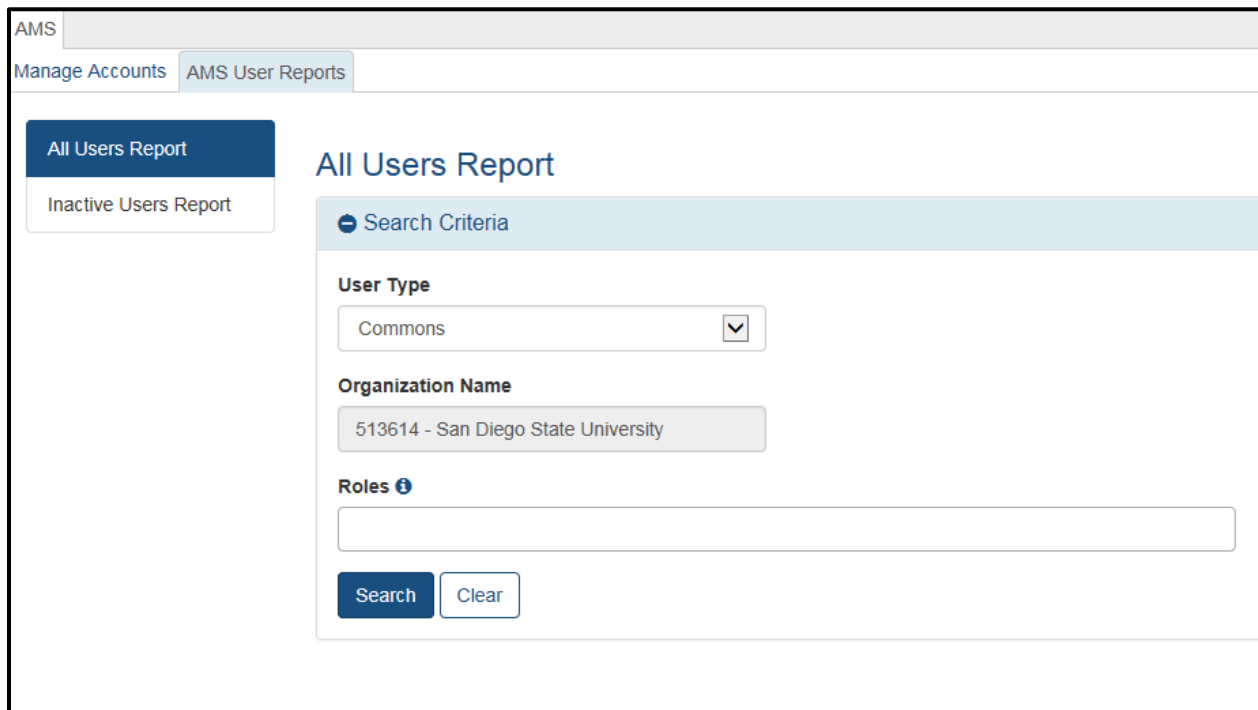# Release Notes

New Features

AMS User Reports Now Available

There is the ability in AMS to run reports. There is a new tab in AMS labeled **AMS User Reports**. When the **AMS User Reports** tab is clicked, the *All Users Report* default screen displays. The following reports can be run:

- **All Users Report**
- **Inactive Users Report**

Figure 1: All User Reports Screen

Figure 2: All Users Report Displaying Search Results

Figure 3: Inactive Users Report Displaying Search Results

The following can be done with the hit list:

1. The hit list can be filtered by entering some text in the **Filter** field such as a last name.

2. The number of records displayed in the hit list can be adjusted by selecting the appropriate number in the **Show per page** field's drop-down menu list.

3. The hit list can be navigated by clicking the appropriate **Page Number**, the **left double** arrows to return the first page, or the **right double** arrows to go to the end of the list.

4. Columns can be displayed or hidden by clicking the **Show/Hide Columns** button. When the **Show/Hide Columns** button is clicked, a drop-down menu displays the list of columns in the hit list.
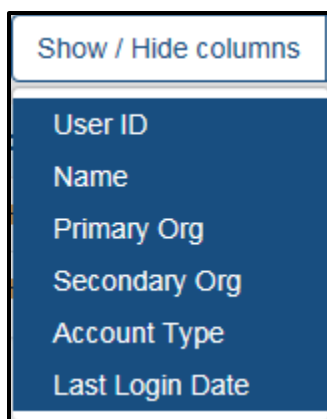
Figure 4: Show/Hide Columns Drop-down Menu

5. The hit list can be exported by clicking the **Export** button. When the **Export** button is clicked, a drop-down menu displays listing the different output options.
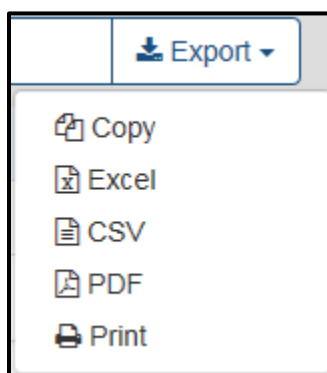

Figure 5: Export Column's Drop-down Menu